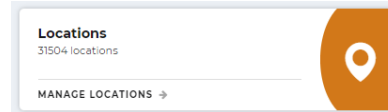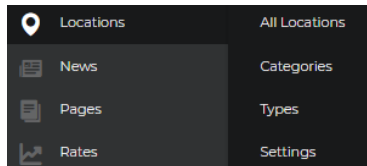# Locations Module 1701

The Locations module allows you easily manage multiple locations for your company. The Locations module consists of a dashboard with all your locations, Categories and Types.

All Locations – Displays a list of all your locations. This also is where you will add locations.

Categories

Types – Segment your location by available service, such as "branch only" "atm only" or "takeout only" "indoor dining" or other information that your customers might find useful when filtering locations.

Settings – This will be set for you by LRS Web Solutions' developers.

How to Add a Location

1. **Click "Add New Location"**

Give your location a name, and add the address and contact information as desired. A text editor is included where you can add any details, photos or other media to enhance your listing. If you website includes the taxonomy module, add keywords to help users find this specific location.

2. **Add Details**

In the right column, select the category and type of your location, if applicable. Add a featured image, such as a photo of the building. Add a holiday schedule if applicable. The Lookup Coordinates will locate the longitude and latitude of your location, to aid map directions.

3. **Add SEO**

LRS Antilles allows you to add SEO for your locations. This is especially valuable for local SEO. The SEO tab allows you to add a Meta Title and Meta Description that may be shown to users in search results. Make sure these titles and descriptions are unique to each location. Ask LRS if you need help with the SEO tab.